

DETROIT LAND BANK AUTHORITY

BOARD OF DIRECTORS MEETING
GUARDIAN BUILDING
500 Griswold St, Suite 1200 • Detroit, Michigan
(Belle Isle Conference Room)
Tuesday, February 13, 2018
11:00 AM
MINUTES

PRESENT: Erica Ward Gerson
Richard Hosey
Patricia Pernell-Shelton
Rasul Raheem
Carol Walters

ABSENT: n/a

OTHERS PRESENT: Public, DLBA Staff

CALL TO ORDER

Board Chair, Erica Ward Gerson called the January 16, 2018 meeting to order at **11:12 a.m.**

ROLL CALL

Member Raheem called roll. Four of five members were present and a quorum was met. Member Hosey arrived at 11:22 AM.

ADOPTION OF THE AGENDA

Board Chair Erica Ward Gerson called for the agenda to be amended to add Resolution 02-10-2018. **Motion by Member Pernell-Shelton to adopt the amended agenda. Supported by Member Walters. MOTION APPROVED.**

REVIEW AND APPROVAL OF MINUTES

Board Chair Erica Ward Gerson called for the approval of the minutes. **Motion by Member Walters** for approval of the January 16, 2018 Board of Directors meeting minutes. **Supported by Member Pernell-Shelton. MOTION APPROVED.**

PUBLIC COMMENT

Board Chair Erica Ward Gerson opened the floor to public comment. There were not any comments from the Public.

NORTH VILLAGE STABILIZATION PROJECT

Arthur Jemison, Director of Housing and Revitalization, City of Detroit, provided background of the project and introduced Jason Friedman, Director of Development, City of Detroit. Mr. Friedman distributed handouts and presented a PowerPoint of the North Village Stabilization Project to the group. Board Chair Erica Ward Gerson inquired about the timing of the project and Mr. Friedman stated that it would kick-off in mid-March in conjunction with a Side Lot Fair. Mr. Friedman also stated that he has been working

with Darnell Adams, Director, Inventory and Meagan McGreal, Project Liaison II on coordinating Housing Resource fairs with SideLot and OIN fairs. Erica Ward Gerson informed members that the project is in its conceptual phase and will be voted on after the RFP.

STAFF REPORTS

Executive Director Saskia Thompson was absent. Each department provided a brief staff report.

STANDING COMMITTEE REPORTS

Finance and Audit

Member Hosey provided a brief update. Irene Tucker, CFO reported that cash is strong and they are working with the Legal department to create a policy for contracts and will roll out to the Board in the next 60 days.

Project Review

Member Pernell-Shelton reported that the Committee meeting had been cancelled due to inclement weather.

Community Engagement

Member Pernell-Shelton reported that the Committee meeting had been cancelled.

TREASURER'S REPORT

Irene Tucker, CFO, distributed and reviewed the January 31, 2017 metrics with the group and discussion ensued.

NEW BUSINESS

a. Resolutions

02-01-2018 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO FIRE INSURANCE ESCROW REIMBURSEMENT AGREEMENTS WITH THE CITY OF DETROIT. Erica Ward Gerson provided background. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.**

2-02-2018 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENT WITH BRIAN HURTTIENNE. Jano Hanna, provided a brief background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

2-03-2018 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO SERVICES AGREEMENT WITH NORMAN DAVIES. Jano Hanna, provided a brief background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

2-04-2018 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO A PURCHASE AGREEMENT WITH MICHAEL AND MICHELLE MANCINELLI. Jano Hanna provided background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

2-05-2018 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO A PURCHASE AGREEMENT WITH ADRIAN-KEITH BENNETT AND THERESA BRONIAK. Jano Hanna, provided a brief background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

2-06-2018 RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH RCH BROKERAGE INC. Jano Hanna, provided a brief background on the project and stated that she is working on the RFQ request. Jano also provided an explanation as to why 3 different Brokers were selected instead of 1. Board Chair, Erica Ward Gerson commented that the staff is in the planning phases of working on the best ways to approach these types of projects that involve purchasing properties in bundles. Member Pernell-Shelton suggested that a bidding meeting be scheduled with Brokers to provide clarity on the Detroit Land Bank's expectations. **Motion by Member Hosey to approve resolution. Supported by Member Walters.** Member Pernell-Shelton Abstained to avoid a conflict of interest. **MOTION OTHERWISE UNANIMOUSLY APPROVED.**

2-07-2018 RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH O'CONNOR REALTY DETROIT. Jano Hanna, provided a brief background on the project. **Motion by Member Hosey to approve resolution. Supported by Member Walters.** Member Pernell-Shelton Abstained to avoid a conflict of interest. **MOTION OTHERWISE UNANIMOUSLY APPROVED.**

2-08-2018 RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH PREMIER PROPERTY SERVICES, LLC. Jano Hanna, provided a brief background on the project. **Motion by Member Hosey to approve resolution. Supported by Member Walters.** Member Pernell-Shelton Abstained to avoid a conflict of interest. **MOTION OTHERWISE UNANIMOUSLY APPROVED.**

2-09-2018 RESOLUTION APPROVING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH MALCOLM AND ADRIENNE HAZEL. Jano Hanna, provided a brief background on the project. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

2-10-2018 RESOLUTION TO ALLOW CERTAIN SIDE LOT SALES WITHIN THE PROPOSED NORTH VILLAGE STABILIZATION PROJECT. Erica Ward Gerson, provided a brief background on the project. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

Board Chair Erica Ward Gerson called for a **Motion to enter Closed Session. Motion by Member Hosey. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

Member Raheem called roll for each Board Member to go into Closed Session. All five (5) members voted yes to move into closed session. **MOTION UNANIMOUSLY APPROVED.** Board Chair Erica Ward Gerson moved to Closed Session at **1:00 p.m.**

CLOSED SESSION

In accordance with the State of Michigan's Open Meetings Act, Section 8, Closed Sessions are permitted. The conditions of such a Closed Session includes the following: 1) The Session must be for a "limited purpose," 2) the Session must be conducted during the course of an open meeting and 3) per Section 9(1) of the OMA, the minutes of the open meeting must include the purpose for which a closed session is held.

Permitted purpose of closed session was "to consider material exempt from discussion or disclosure by state or federal statute," specifically Section 13(1)(g) of Michigan's Freedom of Information Act, which protects the attorney-client privilege, as permitted in MCL 15.268(h).

Return to open session at **1:30 p.m.**

Following close session, there was a brief discussion of the organization's internal audit compliance function.

ADJOURNMENT

There being no further business, Board Chair Erica Ward Gerson called for a **Motion to adjourn. Motion by Member Hosey to adjourn the meeting. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **1:35 p.m.**